

# CITY OF WHEELING



OFFICE OF THE CITY MANAGER  
CITY COUNTY BLDG., 1500 CHAPLINE STREET  
WHEELING, WV 26003

## 2011 – 12 BUDGET SCHEDULE

December 17, 2010	Distribute budget forms to Department Heads (Request for Employee Group Proposals)	
January 20, 2011	Submit Proposed Departmental Budget to City Manager (Employee Groups Submit Proposals)	
January 21, 2011 to February 1, 2011	Departmental and Employee Groups meetings with City Manager	
February 2, 2011	Individual City Council members' submission of suggestions for capital projects and proposed CDBG projects.	
February 15, 2011	City Manager Submit Balanced General Fund and Coal Severance Budgets to City Council	
March 1, 2011	City Council Budget Work Session	4:00 p.m.
March 7, 2011	City Council Budget Work Session (If necessary)	4:00 p.m.
March 15, 2011	City Council Adoption of 2011-12 Budget	
April 19, 2011	Laying of Levy Rate by City Council	
June 13, 2011 to June 24, 2011	Year-end Departmental Reviews/Proposed Budget Adjustments – Follow-up employee group meetings with City Manager	
July 19, 2011	City Council Finance Committee – Unencumbered Carry Over Appropriation for 2010 - 11 – This date is tentative and contingent upon timing of closing year end 2010 - 11	

Please note that the Budget Work Sessions are subject to change based on Council members availability. The final work session schedule will be made public in advance of each meeting.